DELAWARE TRANSIT CORPORATION

POSTING NO. 066-2015

POSITION VACANCY POSTING

DATE OF POSTING March 11, 2015   CLOSING DATE March 18, 2015

<u>METHOD OF APPLICATION</u>: **Cover Letter/Resume/Employment Application**

INTERESTED EMPLOYEES MUST FILE FOR THIS POSITION BY COMPLETING THE APPROPRIATE BID FORM OR AN APPLICATION OR SUBMITTING A LETTER OF INTEREST AND RESUME TO THE EMPLOYMENT SECTION OF THE HUMAN RESOURCES DEPARTMENT BY 4:30 P.M. ON **March 18, 2015**. POSITIONS COVERED BY COLLECTIVE BARGAINING AGREEMENTS WILL BE AWARDED IN ACCORDANCE WITH THE PROVISIONS AND PROCEDURES CONTAINED IN THE APPLICABLE CURRENT BARGAINING AGREEMENT.

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POSITION #:   146   JOB CODE #:   215

POSITION TITLE   Deputy Chief Performance Officer, Support Services

PAY GRADE   20   PAY RATE   PAY RANGE $61,848 - $77,310
                                                            (MINIMUM TO MAXIMUM)

LOCATION: DISTRICT   Kent County   DEPARTMENT   Performance Management
                                           SECTION   Support Services
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CLASSIFICATION: FULL TIME   X   PART-TIME

CONTRACT: 8FR   8DR   32   N/C   X

SCHEDULED HOURS   8:00 AM – 4:30 PM   SCHEDULED DAYS Monday – Friday
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SUMMARY OF POSITION:

The Deputy Chief Performance Officer, Support Services (DCPO) reports directly to the Chief Performance Officer (CPO) and receives overall direction, as well as guidance on the resolution of specific major issues from the CPO. The DCPO, Support Services plans, directs, and manages all DTC information technology and systems in order to ensure the development and implementation of cost-effective efficient systems that meet current and future needs of the agency. The DCPO, Support Services provides company-wide direction in areas of policy and planning for management information systems, data processing, analysis, performance management and related functions. The incumbent will work closely with decision makers in other departments to identify, recommend, develop, implement, and support cost-effective system and technology solutions for all aspects of the organization.

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JOB DESCRIPTION: AVAILABLE THRU HR DEPT   X
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EQUAL OPPORTUNITY EMPLOYER
SEE PREFERRED QUALIFICATIONS ON SECOND PAGE

Preferred Qualifications:

Please address each Preferred Qualification separately.

1. Experience in establishing performance management initiatives.
   (Applicant must detail all experience in establishing performance management initiatives).

2. Experience in designing and implementing optimal data collection processes.
   (Applicant must detail all experience in managing designing and implementing optimal data collection processes).

3. Experience in establishing performance metrics that align to operational and program efficiencies.
   (Applicant must detail all experience in establishing performance metrics that align to operational and program efficiencies).

JOB DESCRIPTION: AVAILABLE THRU HR DEPT_____X_____
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EQUAL OPPORTUNITY EMPLOYER
" Submission must specifically address the skills referenced in each Preferred Qualification."